

TOWN OF OTIS
CONSERVATION COMMISSION

7/21/2026 MEETING MINUTES

Location: Otis Town Hall, One North Main Road, Otis & Via Zoom

Conservation Commission Members present: Dave Sarnacki, Bruce Wall, Jeff Laramy, Domenic Battista, Chris Chaffee, Admin Assistant - Candy Chaffee

Opening items/Introduction of Commission members and staff. Dave opened the meeting at 6:00 p.m. and noted that the meeting is being recorded. Dave introduced the members of the commission, and asked everyone to turn off/down their cell phones for the duration of the meeting. The Next meeting will be Tuesday, August 18th, 2026 @ 6:00 PM. The deadline for applications for the August 18th, 2026 meeting is on Wednesday, August 5th, 2026 by 3:00PM. Office hours will be the 2nd & 4th Thursday of each month from 11:00 am to 1:00 pm. Assistance will not be available outside of office hours.

Minutes: Dave made a motion to approve the minutes from June 16th, 2026 Meeting Minutes; DB 2nd the motion and the Commission voted unanimously to approve the minutes for the June 16th, 2026 meeting.

CERTIFICATES OF COMPLIANCE:

Request for COC – Submitted by Matthew Puntin, SK Design Group, On behalf of George Caye, 16 Pine Road Ext., Map 17C Lot 93 regarding the request for COC for work completed under DEP# 254-0476. Dave made a motion to grant the COC. JL 2nd the motion and the commission voted unanimously to grant the COC.

PUBLIC HEARINGS:

Public Hearing – RDA – Submitted by Michael Liquori, on behalf of Sidney Freund, 35 Poplar Lane, Map 16B Lot 16, regarding the construction of a wooden platform in between existing dock and home, all within the BZ of the Otis Reservoir. With all the being said, Dave made a motion to grant a -3 determination with standard conditions. BW 2nd the motion and the Commission voted unanimously to issue a -3 determination with standard conditions.

Public Hearing – RDA – Submitted by Michael Liquori, on behalf of Sandra Fiedler, 137 Pond Blvd., Map 11 Lot 92, regarding the rebuilding of new deck and installation of 5 new piers, all within the BZ of the Big Pond. With all the being said, Dave made a motion to grant a -3 determination with standard conditions. JL 2nd the motion and the Commission voted unanimously to issue a -3 determination with standard conditions.

Public Hearing – RDA – Submitted by P & M Masonry, on behalf of Paul Beinstein, 237 Brookman Dr., Map 18C Lot 35, regarding the removal and rebuild of existing stairs, walkway and stonewall, all within the BZ of the Otis Reservoir. With all the being said, Dave made a motion to grant a -3 determination with standard conditions. BW 2nd the motion and the Commission voted unanimously to issue a -3 determination with standard conditions.

Motion to Ratify Enforcement Order – 130 East Shore Rd., Map 16A Lot 40, in regards to them working in the buffer zone as well as Big Pond. Dave made a motion to ratify the enforcement order. BW 2nd the motion to ratify the order and the Commission voted unanimously to ratify the order.

Public Hearing – RDA – Submitted by Melissa Wood, on behalf of Moose Trust, 130 East Shore Rd., Map 16A Lot 40, regarding the construction & repair of site improvements, create passage through properties, resurfacing of existing dock/deck, add safety rails, repair & construct of boulder walls, install stone steps & walkways, install 6' fencing for garden & property line, add deer fencing enclosing land, planting of plants, all within the BZ of the Big Pond. With all the being said, Dave made a motion to grant a -3 determination with standard conditions. JL 2nd the motion and the Commission voted unanimously to issue a -3 determination with standard conditions.

Public Hearing – RDA – Submitted by Melissa Wood, on behalf of Big Pond Trust, 142 & 144 East Shore Rd., Map 16A Lot 41, regarding the construction & repair of site improvements, create passage through properties including access to existing dock/deck walkways, resurfacing of existing dock/deck, repair & construct of boulder walls, add stone steps & stone paving set, add deer fencing enclosing land, planting of plants, build a new automated driveway gate, all within the BZ of the Big Pond. With all the being said, Dave made a motion to grant a -3 determination with standard conditions. JL 2nd the motion and the Commission voted unanimously to issue a -3 determination with standard conditions.

Request to close existing OOC, File #254-0295- Submitted by Ryan Nelson - R Levesque Assoc., Inc, on behalf of James & Audrey Hunter, 313 Brookman Dr., Map 18C Lot 26. After discussion in regards to existing OOC from 2009 between the commission and representative from R. Levesque Associates the commission has decided it was beyond the 5 years and it has expired with no proof the work has been done so the order is moot.

Public Hearing – NOI – Submitted by Ryan Nelson - R Levesque Assoc., Inc, on behalf of James & Audrey Hunter, 313 Brookman Dr., Map 18C Lot 26, regarding the reconstruction of a

existing sea wall & yard improvements, all within the BZ of the Otis Reservoir. After discussion in regards to the seawall the topic of trees they wanted to remove came up and they were not marked for the site visit so the applicant asked for the application to be continued. Dave made a motion to continue the meeting until next month, DB 2nd the motion and the commission voted unanimously to issue a continuance until next month's meeting.

Public Hearing – NOI – Submitted by Berkshire Engineering, on behalf of Jill Peters-Gee, 81 N. Gate Island Rd., Map 17C Lot 33, regarding the reconstruction of house & landscape/yard improvements, all within the BZ of the Otis Reservoir. Dave made a motion to approve the Notice of Intent with the condition that all applicable permits are submitted and approved from DCR. DB 2nd the motion and the Commission voted unanimously to approve the Notice of Intent with the condition's stated above.

Public Hearing – NOI – Submitted by Berkshire GeoTech, on behalf of Robert & Nancy Sadock, 14 & 20 Phelps Rd., Map 7A Lots 9 & 10, regarding the demolition of one residence & construction of an addition to the remaining residence, new septic system, new well & associated site work, all within the BZ of the Watson Pond. Dave made a motion to grant the Notice of Intent. DB 2nd the motion and the Commission voted unanimously to grant the Notice of Intent.

Public Hearing – NOI – Submitted by Shannon Boomsma - White Engineering Inc, on behalf of Dow Hardy & Jennifer Gauthier-Hardy, 188 Telephone Rd., Map 7A Lot 82 & 83, regarding the construction of patios, walkway & seasonal docks, all within the BZ of the White Lily Pond. Dave made a motion to approve the Notice of Intent. DB 2nd the motion and the Commission voted unanimously to approve the Notice of Intent.

EMERGENCY ORDERS:

Submitted by Brian & Robin Fierston, 273 Pease Rd., Map 11F Lot 14, regarding a dead hemlock tree that is endangering their home.

ENFORCEMENT ORDER:

Normand & Elayne T Lebeau, 61 North Gate Island Rd., Map 17C Lot 29, regarding a pipe that has been added onto and is coming out of the stone wall and maybe discharging into Otis Reservoir. The Commission discussed an enforcement order regarding a drainage pipe extending through a stone wall and discharging toward the Otis Reservoir.

The pipe was previously traced back toward the LeBeau property. Discussion and photographs showed that an older drainage pipe had existed for many years and previously terminated farther uphill near the property line. The Commission reviewed photographs showing that the newer section of pipe extending through the recently constructed wall had not been present prior to the recent construction work. After reviewing the photographs, site history, and information provided by the property owners, the Commission determined that the LeBeaus were not responsible for the newly added portion of pipe. After much discussion Dave made a motion to

withdraw the enforcement order issued to the LeBeaus, DB 2nd the motion and the commission voted unanimously to withdrawal the enforcement order.

FOLLOW-UP FROM PAST MONTHS MEETINGS:

Barbara & Robert Albertson, 57 N. Gate Island. Map 17C Lot 28 regarding amending existing NOI for additional work that was done (goshen stone & dock) that was not included in original NOI. The Commission agreed that the newly added portion of the pipe still needs to be addressed. The property owners agreed to remove the added section of pipe back to approximately where it previously terminated and properly cap the remaining pipe. As a temporary measure, the exposed pipe is to be capped to prevent any discharge until the permanent work is completed. The Commission further discussed amending the existing Notice of Intent (NOI) rather than requiring a new filing. The amended NOI is to include:

- Removal and proper capping of the added drainage pipe.
- Previously completed stone/Goshen stone wall work that differed from the original approved plans.
- Dock work that was not included in the original filing.
- Removal of bushes/vegetation associated with the proposed well work, along with proposed replacement plantings.

The Commission noted that the vegetation removal is within the buffer zone and will require review and a site visit. The property owners will submit the amended NOI and supporting information for review at the next meeting. The Commission would also like to be present when the pipe area is excavated so the location and condition of the pipe can be verified and proper capping confirmed.

Blue Dog Development – Hal Kobrin, 0 Stebbins Road, Map 10 Lot 1, regarding the pond and annual maintenance contract. The Commission discussed the pond maintenance requirements and the information recently submitted by the property owner. After reviewing the Order of Conditions, the Commission determined that its previous correspondence referenced the wrong condition. The Commission’s concern is **Condition #44**, which requires the pond water level to be lowered an additional approximately **2.5 to 3 feet**.

The information submitted regarding the annual maintenance plan and beaver activity was acknowledged; however, the Commission still needs a written explanation of **when and how Condition #44 will be completed**. The Commission also clarified that a prior observation of the pond was made from Stebbins Road during a drive-by and that Commission members did not enter the property. No additional site visit is required at this time. Once the property owner provides a plan and completes the required work, the Commission may inspect the site to confirm compliance.

Unanticipated Business

Resignation: The Commission received Jeff’s resignation, effective September 4, 2026. The Commission thanked him for his service. The future vacancy will be discussed at a later meeting.

Stipends: The Commission discussed delayed stipend payments due to a missed submission

deadline. A payment request has been submitted. The Commission will continue using the point system and will better document member participation in meetings and site visits.

ADJOURNMENT:

Motion made and seconded to adjourn at 8:10pm. Motion passed unanimously.